

**CITY OF LAKE STEVENS
REGULAR CITY COUNCIL MEETING MINUTES**

Monday, October 14, 2013
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

CALL TO ORDER: 7:00 p.m. by Mayor Pro Tem John Spencer

COUNCILMEMBERS PRESENT: Todd Welch, Suzanne Quigley (arrived at 7:04 pm), Kathy Holder, Kim Daughtry, Marcus Tageant, Neal Dooley and John Spencer

COUNCILMEMBERS ABSENT: Mayor Vern Little

STAFF MEMBERS PRESENT: City Administrator Jan Berg, City Attorney Cheryl Beyer, Planning Director Becky Ableman, Finance Director Barb Stevens, Public Works Director Mick Monken, Human Resource Director Steve Edin, Interim Police Chief Dan Lorentzen, Officer James Barnes, Senior Planner Russ Wright, IT Director Troy Stevens and City Clerk/Admin. Asst. Norma Scott

OTHERS: Janice Huxford, Lisa Elder, Samuel Low, and Dave Huber

Excused Absence. Councilmember Tageant moved to excuse Councilmember Quigley, seconded by Councilmember Holder; motion carried unanimously. (6-0-0-1)

Guest Business. Janice Huxford, 2013 Aquafest President, introduced Lisa Elder as President and Treasurer for 2014. The team for 2014 is All American Aquafest. They are looking to hire a consultant who has been involved in other community's events; City staff has reviewed the proposal and is evaluating financial support.

Councilmember Quigley arrived at 7:04 p.m.

Samuel Low, 8409 4th Place SE, commented the community is supportive of the 2014 City budget. The community has two small concerns – need more training funds for the police officers and since several patrol officers left the City and is now severely understaffed need to keep the patrol support officer until the other officer positions are filled.

James Barnes, Lake Stevens Police Officer and Lake Stevens Police Guild President, commented additional police officers are being budgeted. Because of these the police department will lose the Police Support Officer (PSO). The PSO position is being replaced by a building inspector/code enforcement position. Mr. Barnes, representing the Police Guild, is in support of the 2014 budget. Councilmember Welch asked what the PSO job responsibilities would be with enforcement removed. Mr. Barnes responded the position would be responsible for such things as animal control, parking issues and quality of life issues. Without the PSO existing patrol units would handle animal control.

Dave Huber, 7304 10th Street SE, commented the City adopted a new car sales local business zone without a change in scope of what the car lot will entail. There is a change of use issue

with car sales in a location that was at one time used for car sales and parking lot. Cars will be moved in this evening and a code enforcement action will happen tomorrow. Cars will not have a for-sale sign on them and only one extra parking space is being created which should not be considered a substantial change. City Administrator Berg commented analysis of the new ordinance versus the previous ordinance will be provided to Council and Mr. Huber.

Recognition – appreciation for outstanding volunteer services to the City by The Church of Jesus Christ of latter Day Saints. Councilmember Spencer noted that 100 volunteers did considerable work for the City. Since a representative of the Church was not present, this will be placed on the next agenda.

Consent Agenda. Councilmember Daughtry moved to approve the Consent Agenda (A. Approve October vouchers: Payroll Direct Deposits 907759-907820 for \$114,083.02, Payroll Checks 35753 for \$2,435.93, Electronic Funds Transfers 644-650 for \$136,294.14, Claims 35751-35752, 35754-35755, 35757-35850 for \$188,457.49, Tax Deposit(s) 10/1/2013 for \$44,307.97 for total vouchers approved of \$485,578.55); B. Approve Council regular meeting minutes of September 23, 2013; and C. Approve Council workshop meeting minutes of September 30, 2013), seconded by Councilmember Tageant; motion carried unanimously. (7-0-0-0)

First reading of Ordinance No. 901, consent to transfer franchise from Black Rock Cable Inc. to Astound Broadband LLC. IT Director Stevens provided a revised ordinance which changed the name from Astound Broadband LLC to WDH Black Rock LLC. The original franchise (Ordinance No. 743) was with Black Rock Inc and this ordinance transfers ownership to WDH Black Rock LLC as addressed in Ordinance No. 743. There is no change in level of service.

MOTION: Councilmember Dooley moved to approve first reading of Ordinance No. 901, consent to transfer franchise from Black Rock Cable Inc. to WDH Black Rock LLC, seconded by Councilmember Holder; motion carried unanimously. (7-0-0-0)

Councilmember Spencer commented we need to make sure we have enough cable band width. IT Director Stevens responded the cable is now in place and is ready for leasing.

Adopt Resolution No. 2013-10, authorizing the Mayor to execute Interlocal Agreement for the City to participate in the AWC Self-Insured Health Insurance Program and be subject to assessments. Human Resource Director Edin reported AWC went from a fully insured benefit program to a self-insured program. State requires each city to approve by resolution an interlocal agreement authorizing the City to participate in the self-insured program. This allows AWC Trust to eliminate several mandatory taxes for fully insured plans. There is no increase in cost to the City for 2014.

MOTION: Councilmember Welch moved to adopt Resolution 2013-10 authorizing the Mayor to execute Interlocal Agreement for the City to participate in the AWCC Self-Insured Health Insurance Program, seconded by Councilmember Tageant; motion carried unanimously. (7-0-0-0)

Appointment of Danny Pitocco to the Civil Service Commission. Human Resources Director Edin introduced Mr. Pitocco, who has held a previous civil service position.

MOTION: Councilmember Daughtry moved for appointment of Danny Pitocco to the Civil Service Commission, seconded by Councilmember Dooley; motion carried unanimously. (7-0-0-0)

Approve Snohomish County Interlocal Agreement (ILA) for Municipal Road and Street Services to perform maintenance and emergency services. Public Works Director Monken reported this interlocal is to perform maintenance such as pavement stripping. Snohomish County determined that some updates were needed to the prior ILA. Cost limits on each service requested by the City are not to exceed \$10,000 for a single project. There are no additional costs from the prior agreement.

MOTION: Councilmember Holder moved to approve Snohomish County Interlocal Agreement, seconded by Councilmember Tageant; motion carried unanimously. (7-0-0-0)

Adopt Resolution No. 2013-12, fees amendment. Public Works Director Monken noted the fee schedule changes are for construction plan approval and Engineering Design and Development Standards (EDDS) deviation requests including a new consultant fee. City Administrator Berg responded the applicant is not being charged double for use of staff and consultant. Mr. Monken reviewed the changes.

Councilmember Quigley asked if the EDDS fee should be on a hourly basis rather than a flat dollar amount so small projects are not subsidizing larger projects. Public Works Director Monken provided a list of fees other cities are charging. Mayor Pro Tem Spencer requested an hourly rate with a base fee and maximum and minimum for Council to review at the next meeting. It was Council consensus to bring back with a new deviation fee and adopt remaining fees this evening.

MOTION: Councilmember Daughtry moved to approve fee resolution with the exception of EDDS deviation request which will be brought back to the council at a later date, seconded by Councilmember Welch; motion carried unanimously. (7-0-0-0)

Proposed 2014 Budget. Finance Director Stevens provided an overview of Information Technology's budget and reviewed General Fund Expenditure Assumptions.

A lengthy discussion followed on the PSO position and how animal control would be handled by the police officers. City Administrator Berg commented they would leave the PSO position in through first quarter of 2014 for training purposes. Police Commander Lorentzen noted there are three officers patrolling at all times as a minimum. Mayor Pro Tem Spencer requested some background on police level of service – based on population and geographical.

Councilmember Tageant would like to look at the police training budget.

Councilmember Welch would like to look further at the PSO position and whether the person can be used for something else.

2013 Parks and Recreation Element update. Senior Planner Wright reported on the following: City held two open houses (Senior Center and Fire Station) and Park and Planning Commission meetings, looked at scope of work, defined park types based on level of service and acreage, and mailed 500 parks/recreation surveys (received 70 surveys back). Community

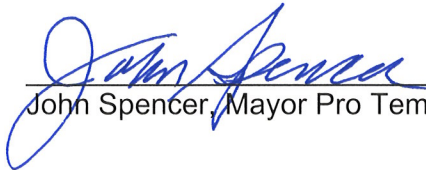
response included wanting walking and hiking trails (multi-use), acquisition of additional shoreline, neighborhood/community parks, skate parks, improved facilities such as restrooms, and favored user fees as a financing option. The Parks and Recreational Element goals and policies were updated. The next step is to finalize level of service. Also need to complete the Capital Facilities Element and the last step is new fees survey.


Councilmember Quigley requested a breakdown on mitigation funds - where they are concentrated and on a city-wide basis. Mayor Pro Tem Spencer noted that the west side of Highway 9 appears to be disproportionate compared to the east side for parks. Councilmember Quigley suggested using Grade Road City property for a nature boardwalk rather than acquiring more land.

Council Person's Business: Councilmembers reported on the following meetings: Tageant – Sewer Utility Subcommittee; Holder – Sewer meeting; Quigley – budget; Dooley – Sewer meeting; and Daughtry – Community Transit and PSRC framework for Transportation funding next Friday.

Staff Reports: Staff reported on the following: Finance Director Stevens – audit is wrapping up; Public Works Director Monken - PSE installed two gas line services permitted through the State with street patches being addressed (overlay next summer); and Interim Police Chief Lorentzen – new officer Nathan Adams will be attending the Police Academy.

Adjourn. Councilmember Tageant moved to adjourn at 9:00 pm, seconded by Councilmember Welch; motion carried unanimously. (7-0-0-0)


John Spencer, Mayor Pro Tem


Norma J. Scott, City Clerk/Admin. Asst.